

# **Workforce Partnership of Greater Rhode Island**

## **Board of Directors meeting**

**Tuesday, February 15, 2011**

**Present: Alexis Devine, Allen Durand, Betty Pleacher, Bob Cooper, Carmen Ferguson, Courtney Murphy, Cynthia Farrell, David Francis, Diane Cook, James White, Joe DiPina, Paul Harden, Peter Koch, Ray Pingitore, Raymond Filippone, Robin Smith, Scott Seaback, Steve Kitchin, Steve Wilson, Susan O'Donnell**

**Absent: Andrew Tyska, Darrell Waldron, Dorothy Mattiello, Fred Ricci, Joseph DeSantis, Joe Oakes, Kat Grygiel, Paul Ouellette, Vanessa Cooley, Victoria Gaillard-Garrick**

**Staff: Brian Gambardella, Carlos Ribeiro, Christine Grieco, Cristin Taylor, Diane Vendetti, Erin Brouillette, Gail DuPont, Jen Buck, Judy DiGiorgio, Kathy Quattrini, Kathy Tobin-Henry, Sharon Geoffrey, Shirley Winslow**

**Guests: Dan Brown, David Tremblay, Marie DeRoche, Maureen Palumbo, Mavis McGetrick, Sue Chomka, Hector Rivera**

**With a quorum present, Chair Steve Kitchin called the meeting to order at 8:20 am. Mr. Kitchin asked the board to review the minutes of January 11, 2011.**

**VOTE: Mr. Cooper made a motion to accept the minutes of January 11, 2011. Ms. Pleacher seconded the motion. The motion carried unanimously.**

**Guest Speakers: Ms. Grieco reported the guest speakers that were scheduled for February will make their presentations at the March meeting. Governor Chafee and Director Fogarty will be in attendance at the March meeting.**

**Chairman's Report: Mr. Kitchen reports the House plans to cut appropriations by 32 Billion. Workforce may be in jeopardy with WIA recessions if DOL implements them. Mr. Kitchen had conversations with Congressmen Langevin and Cicilline's offices in reference to jobs.**

**Mr. Kitchen noted he, Paul Ouellette and Diane Vendetti attended the NAWB conference in Washington, DC. Unfortunately Ms. Grieco was not able to attend. He stated the cover story on the front page of the NAWDP national newsletter referenced the Workforce Partnership of Greater Rhode Island and their success with OJTs. For PY10 WPGRI has written 68 OJTs to date.**

**Executive Director's Report: Ms. Grieco explained the Priority of Service under Limited Funding PY09-07 and the Local Area Workforce Investment Area PY10-03. The updated changes reflect the levels of priority in accordance with the federal guidelines per Ms. Vendetti.**

**Ms. Grieco is asking for a vote to approve Local Area Workforce Investment Area PY10-03.**

**VOTE: Mr. Harden made a motion to accept and approve Local Area Workforce Investment Area PY10-03. Mr. DiPina seconded the motion. The motion carried unanimously.**

**Ms. Grieco discussed the updated WIA PY2010/FY2011 Plan Modification #1 and is asking for a vote to approve.**

**VOTE: Mr. Harden made a motion to approve WIA PY2010/FY2011 Plan Modification #1. Mr. DiPina seconded the motion. The motion carried unanimously.**

**Re-Allocation of Funds/Group RFP Alternative: Ms. Vendetti discussed the FY 11 Budget revision. There is a balance of four hundred thousand dollars and Ms. Vendetti is asking for a vote to transfer two hundred thousand dollars into OJT budget. The funds were originally set aside for the Weatherization RFP. Only two applications were received and neither fit the project.**

**VOTE: Mr. Koch made a motion to transfer two hundred thousand dollars of the four hundred thousand dollars to OJT. Ms. Farrell seconded the motion. The motion carried unanimously.**

**Update WIA Performance PY 09 and QTR 1 and 2 PY 01: Ms. Grieco informed the Board of Directors that the WIB did not meet the performance measurements for PY09. Ms. Grieco stated we experienced a “Perfect Storm”. There were many reasons for the problems. First, GEOSOL – DLT’s new data system had many data conversion problems resulting in unreliable data. At the same time there was a major down turn in employment in our State. The One-Stops Center staff were inundated with customers needing services for Unemployment Insurance problems (which under normal circumstances would be handled by the UI Call Center staff), along with many other programs offered in the One-Stops. The counselors/staff of the One-Stops were overwhelmed by the volume of customers entering the One Stops, making it impossible to service these customers in a timely manner as well as following through and inputting data for each customer. There are seventeen different programs offered at the One Stops. WPGRI did not have staff to monitor the One Stops which would have given us an in-depth view of this impending performance failure.**

**Positive Correct Action plans: WPGRI has assigned two staff members to monitor the One Stops in regards to performance of individuals who may be in jeopardy of timing out of the system. Contact needs to be made with these customers and a service needs to be completed, thereby preventing a customer to automatically be soft-exited.**

**Finance Update:** Ms. Brouillette state the Accounting Policies and Procedures Manual has been brought up to date. WPGRI's legal counsel approved the updated document. Ms. Brouillette is asking for a vote to approve the changes in the Account Policies and Procedures Manual.

**VOTE:** Ms. Pleacher made a motion to approve the Accounting Policies and Procedures Manual. Ms. O'Donnell seconded the motion. The motion carried unanimously.

Ms. Brouillette presented the PY2010 Corporate Audit and is asking for a vote to approve it.

**VOTE:** Mr. Harden motioned to approve the PY2010 Corporate Audit. Ms. Smith seconded the motion. The motion carried unanimously.

### **Committee Reports:**

**Strategic Committee:** Mr. Harden noted the committee discussed the budget changes. Invited guest at the next meeting will be Tech Collective.

**Board Development:** Mr. Ouellette noted the were 6 names presented to the Governor, 5 were approved. Mr. Ouellette planned to have the new Board member orientation before the next Board

**meeting.**

**Quality Assurance: There was no new business to report.**

**Youth Council: Ms. Farrell reported the Youth Council is in the mist of two rounds of RFPs, one for WIA and the other JDF summer programs.**

**Finance Committee: Mr. DiPina noted there was no new business to report.**

**New Business: Chairman Kitchin made a request to the Strategic Committee to reach out to the trade associations to begin conversations with them regarding the trends in job growth, etc.**

**Old Business: There was no old business to come before the Board.**

**Adjournment: Ms. Pleacher made a motion to adjourn the Board of Directors meeting. Ms. Smith seconded the motion. The motion carried unanimously.**

**Mr. Kitchin adjourned the meeting at 10:00 am.**

**Respectfully submitted,  
Shirley Winslow**